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MEMORANDUM FOR THE RECORD

SUBJECT: Visit with the Office of Security, DDS, RMO,

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DATE OF VISIT: 3 October 1968

PROGRAM BRIEF: The position of the OS/RMO has received staff status in that it is now located in the Executive and Planning Division, Executive Staff, OS. The OS/RMO, however, is not a full-time job because of assignments relative to the functions of the OS/Executive Staff. The extent of the OS records program remains much the same as was reported by the visitor of last year. The impression was gained from the conversation with the OS/RMO that the recent elevation of the position to staff will give him greater opportunity to administer an OS program office-wide, and he can now channel his energies toward an overall program environment. Here again there is a well-motivated and capable records management officer who is deeply concerned with and about his responsibility and is progressive in that he is looking forward toward the new technologies, or applications of the old in order to improve the OS records systems. The OS/RMO, outside the OC/RMO, is the only one contacted who is actively engaged in systems analysis and development. He is also developing his potential and knowledge through participation in training as available.

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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